

Update on the Equality and Diversity work plan for 2012/15

Action	Outcome
<p>Continue to develop a consultation and engagement programme through a review of our existing plans with partners and stakeholders.</p>	<p>Improved outcomes are being delivered for at risk communities as a result of efficient and effective community engagement. This will be measured through feedback from service users, improved engagement and fire safety awareness.</p> <p>At risk communities are involved (where possible) in the design and delivery of interventions that deliver improved outcomes.</p> <p>Falls prevention In Milton Keynes, BFRS is working with the NHS Falls Prevention Team and Age UK: MK to undertake joint training and joint assessment of those most at risk from falling. Initially this has been focussed upon raising awareness but this potentially could lead to operational crews installing falls mitigation equipment. This approach is being mirrored in Bucks with the NHS.</p> <p>Trading Standards BFRS has identified an innovative way to reduce the risk to people in our communities from the potential of being 'scammed' by criminals. Working with Trading Standards in South Bucks, the operational crews are installing cameras in the doorways of those people who may be at risk from doorstep crime. The intention is to evaluate this approach and roll it out across Bucks and MK. In return this allows the two organisations to share data to best identify those most at risk members of our communities.</p>
<p>Develop the actions necessary to deliver upon the requirements of the Public Sector Duties of the Equality Act 2010, and the potential for the challenge of local indicators around equality.</p>	<p>Action is taken to implement the commitments within the Public Sector Equality Duty.</p> <p>Use of Data Each station has the autonomy to create a station plan based upon the risk faced in its communities. The Information Team at headquarters provides the stations with current and accurate information on a monthly basis e.g. each station is given the number of accidental dwelling fires each month and the time they most commonly</p>

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	<p>occur. This information then helps the stations employees assess the type of advice and guidance they deliver to occupants in those areas.</p> <p>This data also feeds into the planning process so each station identifies specific initiatives and campaigns to best support its communities.</p>
<p>Embed the improvements achieved so far in the Fire and Rescue Service Equality Framework and strive towards 'excellence' through a Peer Challenge.</p>	<p>Although the service has not undertaken the peer challenge during the review period the service can demonstrate success in achieving a range of outcomes for employees and at risk communities, which are reviewed on a regular basis.</p> <p>Strategic Alignment BFRS has been involved in the planning for the 'Safer and Stronger Partnership Boards', in both MK and Bucks to ensure our activities are aligned to those of our partners to optimise outcomes for our communities.</p> <p>Safeguarding This Service actively notifies partner agencies when a person is encountered who is identified as being at risk. This forms part of the Service's 'Safeguarding' arrangements, where BFRS employees raise concerns over any child or adult with the appropriate social service. This Service holds regular meetings with partner agencies where the type and number of referrals are discussed to ensure BFRS employees are suitably trained to raise effective concerns.</p>
<p>Contribute and support the development and delivery of a training and development plan for employees within existing resources to include managerial training around discrimination, harassment, grievance, discipline and appraisals.</p>	<p>The service can demonstrate it has knowledgeable and well trained employees who are better equipped to meet diverse needs of the local communities. During the review period a training strategy group has been set up and the strategic approach to Training Needs Analysis includes initiatives to continuously develop the workforce.</p> <p>Training has been provided for Middle and Supervisory management in harassment, grievance, discipline and appraisals.</p> <p>A mandatory online course about E&D has been developed and is being rolled out across the entire workforce.</p> <p>Training records are centralised and held electronically.</p>

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	<p>Appropriate action is taken to address the issues identified in relation to inappropriate behaviour as demonstrated by specific cases both informally and formally.</p> <p>Case management data is tracked for equality purposes to ensure no protected group is adversely affected.</p> <p>All employees are delivering improvements on equality objectives based on individual annual performance reviews.</p> <p>A revised performance review process has been rolled out across the service for all employees.</p>
<p>Celebrate diversity through a programme of activities, agreed with partners where appropriate.</p>	<p>The service and partners are able to identify how communities are changing and the impact this may have on at risk communities and service planning and delivery.</p> <p>The service has achieved measurable improvements arising from partnership engagement.</p>
<p>Support the delivery of an authority wide Equal Pay Audit and review Green Book terms and conditions i.e. provide quality assurance throughout the project.</p>	<p>The Service has undertaken equal pay audit and reviewed Support Book terms and conditions.</p> <p>Equal Pay Audit was carried out in conjunction with an on-going review of 'Green Book' employee remuneration and conditions of service in 2013. Outcomes from the equal pay audit was positive and included the identification of only one potential risk to the Authority: When applying the EHRC guidelines which recommend that any gender difference in pay plus or minus 3% should be further investigated; the Audit highlighted only one case. Further investigation found this difference was due to the current pay incremental process, and therefore not a risk to the Authority.</p>
<p>Identify, through legislation and People Impact Assessments, the priority issues in relation to cohesion and equalities.</p>	<p>The service has good quality information of the equality profile of its communities and their changing needs, which is regularly updated and used to inform planning and monitor outcomes.</p> <p>The service can demonstrate it mitigates risks as a result of equality analysis and monitors outcomes from its decision-making.</p>

	<p>The service can demonstrate year-on-year improvements in outcomes for employees and at risk communities as a result of implementing the Equality Act 2010 as follows:</p> <p>Healthy Living BFRS chairs the Healthy MK working group which has brought together a diverse number of public and voluntary sector organisations to work together to promote healthier living across MK with the intention of reducing the number of people diagnosed with diabetes. The FRS has been identified as a key partner in accessing those at risk from diabetes with firefighters seen as positive role models in the community.</p> <p>Automatic Fire Alarms (AFAs) Whilst many FRSs have decided to minimise their involvement in dealing with AFAs, this Authority has taken the opposing view and has identified this as an opportunity to interact positively with the business sector and to improve public safety. Whilst discussing AFAs with business, there is an opportunity to discuss business continuity and better fire safety management, rather than mere reliance upon the technology. By discussing the fire safety arrangements and improving the use of the fire alarm system, the occupants can have more confidence in the system and are more likely to understand their role in any real fire situation. BFRS is able to highlight this agenda nationally, as a BFRS officer chairs the national CFOA group.</p>
<p>Identify and implement a range of actions including crosscutting, service and local area based actions for the Area and Station Risk Management Plans.</p>	<p>Service planning and outcomes are reviewed and evaluated regularly at a corporate level.</p> <p>Clear organisation equality and diversity priorities have been set and are owned, understood and delivered at area and station level.</p> <p>Increasing Physical Activity in Young People Buckingham and Wycombe Fire Station employees have implemented fitness and healthy living classes aimed at those young people who are not involved in physical activities. This has promoted community cohesion and developed the confidence, fitness and self-esteem of the young people</p>

	<p>involved.</p> <p>Road Safety Between 2012 and 2016, the BFRS Road Safety Officer has delivered 327 presentations to 16,998 students, sixth formers and apprentices, explaining the dangers and positive behaviours required to successfully become a driver. This 'Learn & Live' road safety presentation has been running alongside the 'Safe Drive, Stay Alive' presentations, which between 2012 and 2015 were delivered to 4,807 students in MK and 12,677 students in schools and colleges in Bucks.</p> <p>Road Safety Between 2012 and 2016 BFRS has worked with TVP to deliver 114 'Biker Down' presentations to 1277 motorcyclists (who make up only 1 per cent of road users but are 20 per cent of those injured or killed on the roads).</p> <p>Bus Safety Campaign Employees from this organisation created a bus safety campaign aimed at improving the safety of children when travelling to and from school. This was recognised as best practice at a national level and the two members of staff responsible were recognised on behalf of BFRS.</p> <p>Water Safety Following the tragic death in 2014 of a teenager in Marlow, who died when attempting to swim in the Thames, Beaconsfield Fire Station employees began fund-raising for the child's family and also initiated a water safety campaign aimed at school age children in that area. CFOA is about to start a Water Safety / Drowning Awareness campaign aimed at reducing deaths nationally and this will form part of the station plans for those stations with known water risks.</p>
<p>Continue to support partnership initiatives (where deemed effective) on equality, diversity and community cohesion through the Milton Keynes Strategic Partnership, Bucks Strategic Partnership and Local Strategic Partnerships.</p>	<p>The service can demonstrate success in working with a range of partners to deliver outcomes for at risk communities, which are reviewed on a regular basis.</p> <p>Information and data is mapped, disaggregated and used with partners, to identify at risk communities and inform service planning at corporate, area and</p>

	<p>station levels.</p> <p>Fire setter Intervention This Service works with other partner agencies to support those individuals who have become involved with deliberate acts of fire setting. Suitably trained Support and Operational employees work with young people, to help them understand and identify the cause of their actions and reduced the risk of future re-offending. To date no person who has undertaken this process has been convicted of a further similar offence.</p> <p>Community Cohesion Bletchley Fire Station has worked in co-ordination with the Red Cross to allow people to bring furniture and goods to the station which have then been given to Syrian refugees who have moved into MK.</p> <p>Memorandum of Understanding with Chinese Community The Protection department has established a memorandum of understanding with the Chinese community centred upon advice and guidance for restaurateurs.</p>
<p>Undertake equality profiling of our communities and their changing needs to inform planning and monitoring outcomes.</p>	<p>The service has good quality information of the equality profile of its communities and their changing needs and this informs and influences the Corporate Plan, Area and Station plans.</p> <p>Home Fire Risk Checks (HFRCs) This Service has conducted HFRCs over a number of years which has helped decrease the number of domestic fires across our communities. In June 2016 this Service will apply award-winning risk analysis techniques to identify those most at risk from fire according to a variety of datasets. This will allow this Service to prioritise our resources most effectively to ensure we are targeting those most at risk from fire. This data incorporates the use of the Exeter Database, issued through a national agreement between NHS England and CFA. This data relates to over 65s and supports our approach to identifying those at risk from fire.</p> <p>Sprinkler Installation This Service recognises that domestic fire safety advice must be matched to the needs</p>

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	<p>of the individual. Those unable to respond to a smoke detector require a higher level of support and so this Authority agreed to part-fund sprinkler installations throughout Bucks and MK linked to life safety. This was agreed in 2015 and will be rolled-out from April 2016.</p> <p>National Guidance BFRS chairs a national working group tasked with clarifying guidance for premises where there is domestic accommodation above commercial premises. Traditionally this type of premises is occupied by minority groups and this guidance is intended to ensure that the safety of the occupants, employees and the public can be improved whilst also ensuring a higher level of legal compliance.</p> <p>Bucks helped establish this group after its Protection team issued enforcement against two premises of this type. Rather than merely continuing to enforce, the decision was made to attempt to better support our communities through national collaboration.</p>
<p>Continue working with representative bodies and actively encourage them to take a positive role in delivering a wide range of corporate service and workforce objectives.</p>	<p>The service involves representative bodies on equality issues in order to develop a constructive and collaborative working relationship.</p> <p>Representative bodies are encouraged to fulfil a positive role in delivering a wide range of corporate service and workforce objectives.</p> <p>E&D Objectives are a standing item at the Joint Consultation Forum. Employee Representatives meet to contribute to the development and prioritisation of equality objectives.</p>
<p>Ensure equality matters are fully considered, monitored and reviewed during the procurement of goods and services.</p>	<p>The service can demonstrate that equality matters are fully considered during the procurement of goods and services.</p> <p>As part of our tendering process we ask that all suppliers agree to our terms and conditions of which there is an Equality & Diversity clause which they must agree with. This will then apply to themselves and any sub-contractors that they may be using.</p> <p>Our contracts include a clause around Equality & Diversity, as above all suppliers must agree to this clause and apply it to</p>

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	<p>themselves and any sub-contractors.</p> <p>The service ensures that the procurement process is regularly monitored and reviewed and that procurement processes are contributing to its equality related priorities.</p> <p>The Head of Procurement periodically monitors the activities of suppliers and contractors to ensure that they are meeting all current Equality & Diversity legislation as detailed within any contracts that they have signed up to with us.</p>
<p>Assess employment procedures and take necessary action to mitigate any adverse impact identified and to promote equality of opportunity.</p>	<p>The service’s workforce strategy identifies key equality issues to be addressed.</p> <p>A range of innovative processes are in place which deliver equality outcomes for the whole workforce.</p> <p>The service uses effective processes for the employment, development and promotion of a diverse workforce, including understanding its local labour market.</p> <p>Our Equality and Diversity Objectives include:</p> <ul style="list-style-type: none"> • To be an employer of choice. • To have a variety of employees and to reflect the diverse communities we serve. • To develop employees and supply role models for the community. • To employ the best people. • We can only get the fully diverse skills, competencies and experiences that the fire and rescue service needs by employing a variety of employees from all the communities we serve.
<p>Take appropriate action to address issues identified in relation to inappropriate behaviour.</p>	<p>The service has policies and systems in place to identify, prevent and deal effectively with inappropriate behaviour in the workplace.</p> <p>Incidents are regularly monitored, analysed and acted upon.</p> <p>Action is taken to address the issues identified in relation to inappropriate behaviour.</p> <p>The recent publication of our Code of Conduct sets out Buckinghamshire & Milton</p>

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	<p>Keynes Fire Authority as a publicly accountable body which manages Buckinghamshire & Milton Keynes Fire & Rescue Service on behalf of the communities it serves.</p> <p>The Authority aims to;</p> <ul style="list-style-type: none"> • Ensure that all employees are aware of the vision, values and behaviours expected within the workplace. • Improve the Authority’s performance through building the skills of a diverse workforce that reflect the community. • Ensure employees have an understanding of how the Service operates, in order to be as effective as possible within their role.
<p>Ensure employees are delivering an improvement on equality and diversity based on individual annual performance reviews.</p>	<p>Annual individual performance reviews, based on the relevant role for all employees include a behavioural review of the employees’ performance equality.</p> <p>All employees are expected to deliver improvements on these behavioural objectives based on individual annual performance reviews Employees are required to demonstrate commitment to diversity and integrity and promote and managing diversity, demonstrate a fair and ethical approach in all situations and have trust and respect for all.</p>
<p>Sustain the ‘achieving’ level of the Equality Framework and continue the work in order to aim for ‘excellent’.</p>	<p>The service has gained a reputation within the community and among key partners for championing and achieving equality outcomes and fostering good relations.</p> <p>The service creates and develops good practice. Other organisations look to it for information and advice.</p> <p>Working with Schools A review was undertaken in 2014 of all fire safety programmes delivered in schools across Bucks and MK. This review involved working with teachers and children in Key Stage (KS) 1, 2 & 3. This resulted in generic fire safety advice packages available on the BFRS website, as well as more specialist advice e.g. special educational needs safety lessons delivered by BFRS employees based around the needs of the specific children. A safety package was also made freely</p>

	<p>available to Makaton (sign language) users, for children as well as their families and carers.</p> <p>MK Safety Centre This Service supports the MK Safety Centre financially, with resources and AC Julian Parsons is a Trustee. This allows children to identify everyday hazards and develop safe strategies to deal with potential emergencies, changing their behaviour to keep themselves and others safe.</p> <p>Halloween Costumes This Service actively supported the national CFOA campaign to raise awareness over the potential fire risk posed by costumes designed for children at Halloween. This organisation was referenced by the national media as being at the forefront of bringing this issue to the public’s attention.</p> <p>Primary Authority Scheme (PAS) Under the government delivery of Better Regulation, this organisation has established itself as a member of the Primary Authority Scheme. Businesses have been critical of the inconsistent approach taken by different FRSs when using the same fire safety legislation. The intention of PAS is to allow businesses to work with a single FRS to agree policies and procedures. Should a different FRS then disagree with the applied policy or procedure, the FRS and the PAS FRS will discuss the matter.</p>
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